ICS Reg.

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DIRECTOR OF CENTRAL INTELLIGENCE
Intelligence Information Handling Committee
WASHINGTON, DC 20505

LOGGED

IHC/CIRS 84-02
24 October 1984

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MEMORANDUM FOR: CIRS Management Coordination Group Members

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FROM: _____

CIRS Coordinator

SUBJECT: Minutes of 10 October 1984 Meeting

1. During the 10 October 1984 meeting of the CIRS Management Coordination Group, the following topics were discussed:

  o Review of MITRE's task on the projected number of Community users of CIRS through FY86;

  o Review of the MITRE's interim report on a Common User Interface for Phases I and II of the CIRS plan;

  o Review of CIRS milestones and a request for agency representatives to update the milestones; and

  o Request for program and budget information update by each of the agency representatives in order to insure that the FY87 DCI Guidance reflects the needs of the agencies in order to implement the CIRS plan.

2. MITRE provided an update on its draft report of the projected number of Community users of CIRS through FY86. The results of MITRE's efforts were discussed by the members of the group and several members agreed to provide updated information to MITRE by the end of October so that MITRE can complete its report by the 14 November 1984 meeting. FTD agreed to provide an expanded version of its report on the projected number of users of the CIRC system.

3. MITRE also provided copies of its interim report on the Common User Interface (CUI) for Phases I and II of the CIRS plan and presented a briefing on its efforts. The members of the group discussed MITRE's efforts and provided suggestions to MITRE for enhancing the report. Specifically, Chuck Mangio told MITRE that the SELECT and SEARCH options of STAIRS could be used to provide a user interface like SOLIS. MITRE was asked to include a few examples in its report of the exact transformation of the proposed CUI commands to STAIRS. This will give everyone a better understanding of the complexity and size of the task of developing the CUI. The detailed design specifications document (to be completed after the functional design document currently being developed by MITRE) must provide an exhaustive list of the possible translations between the CUI and STAIRS.

4. MITRE also provided an overview of the current milestones for CIRS. MITRE agreed to provide copies of the milestones by late October. It is requested that the agency representatives provide updates to the milestones by the November meeting so that the "official" CIRS planning milestones can be published.

5. The members of the group were asked to provide updated budgetary data on the resource requirements that are needed to implement the CIRS plan for each component. The resource information is needed before 1 December 1984. It should focus on FY87-FY90 resource requirements, but should also include the resources budgeted/requested for FY85-FY86. The intent of milestones effort is to agree upon specific milestones that will be accomplished by each component so that resource estimates can be developed.

6. It is requested that MITRE and the CIRS Management Coordination Group provide feedback on the following new procedure for milestone reporting: Instead of revising milestone charts when milestones slip, the original milestone should remain on the chart as scheduled, and another machine-compatible symbol, e.g., a diamond or a square, should be used to indicate the revised milestone date, as shown below. Slippages should be numbered and footnoted, if necessary, with the explanation for the slippage.
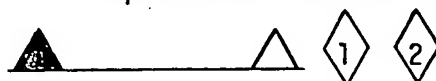

7. Per our discussion at the October meeting, the November meeting of the group will be held at the MITRE Wilson Building on 14 November 1984 from 1300-1530. Directions are attached. It will not be necessary to pass clearances.

8. The proposed agenda for the next meeting is the following:

o Briefing and demonstration of MITRE's simulation of the CUI and group discussion and recommendations to MITRE regarding the direction and content of the report. MITRE is scheduled to complete this task by mid-December 1984.

o Discussion of CIRS common concept code effort by Bill Parks and proposed recommendation to the IHC.

o Discussion of milestones and resource requirements.

o Discussion of future tasks and support requirements.

9. I look forward to seeing you at our next meeting on 14 November 1984.

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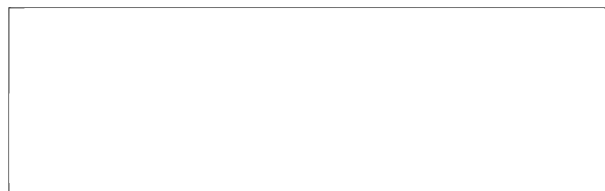
Attachment: a/s

SUBJECT: Minutes of 10 October 1984 Meeting

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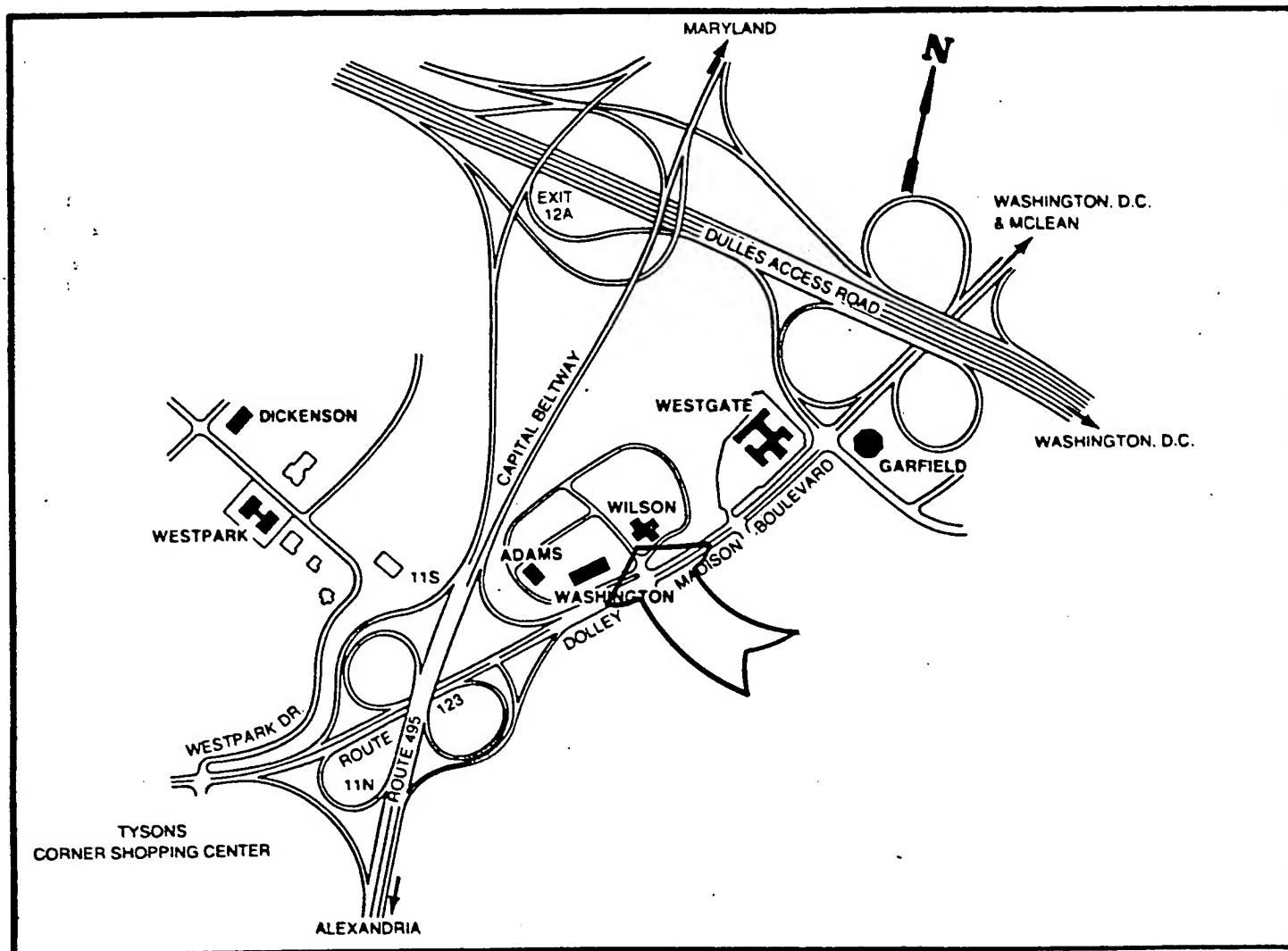
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Washington Center Department Directory

The map and listing below indicate the locations of all of the Washington Center Buildings, and the Divisions and/or Departments housed in each building as of July 1, 1984.

Westgate	Garfield	Wilson	Westpark II
Executive Offices	W-10	W-30 Division Office	W-90 Division Office
W-17 (Document Control)	W-50	W-31, 32, 34, 35, 36, 37	W-91, 92
W-28 (MWCC & User Services)	B-50	W-74 (Partial)	W-110
W-40		W-76 (Partial)	
W-62 (Partial)	Washington	W-93 (Partial)	Adams
W-63	W-70 Division Office		W-60 Division Office
W-64 (Library)	W-73, 74, 75, 76	Westpark I	W-62 (Partial)
W-100	W-17 (Security)	W-31 (Partial)	W-64 (Partial)
MITRE Institute		W-62 (Stationery Stores)	W-32 (Partial)
	Dickenson	W-72	W-34 (Partial)
	W-20	W-93 (Partial)	

The MITRE Corporation
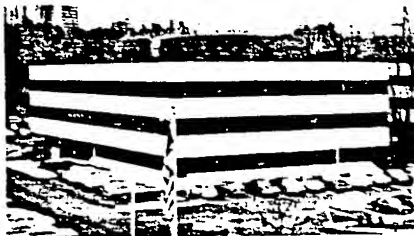## Washington Center

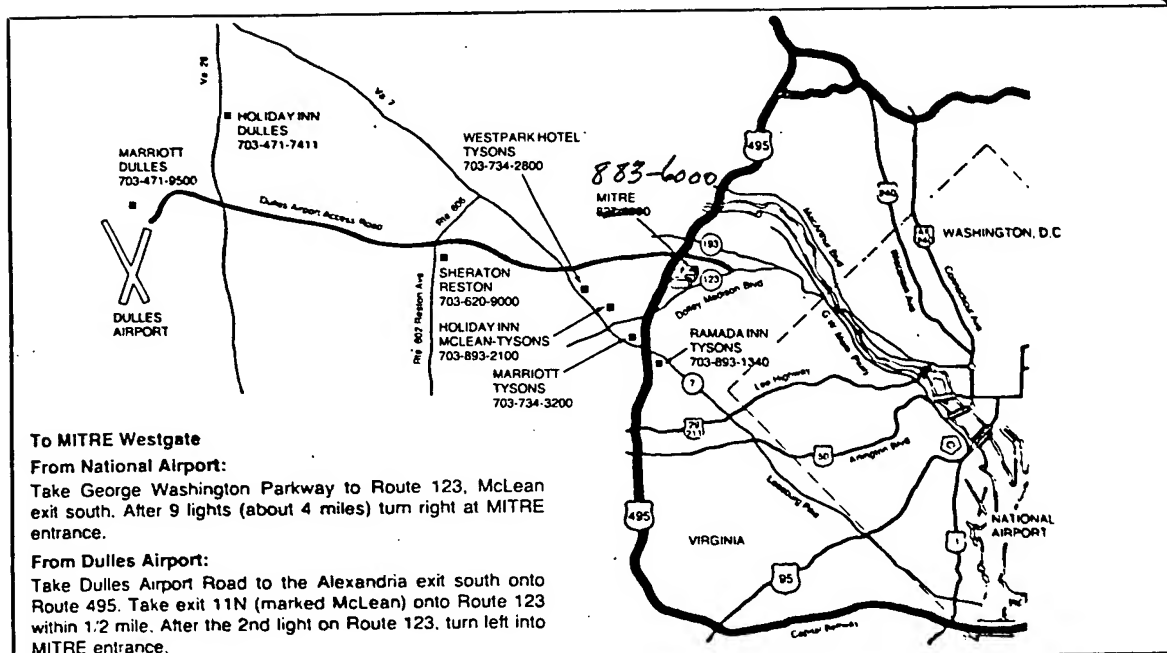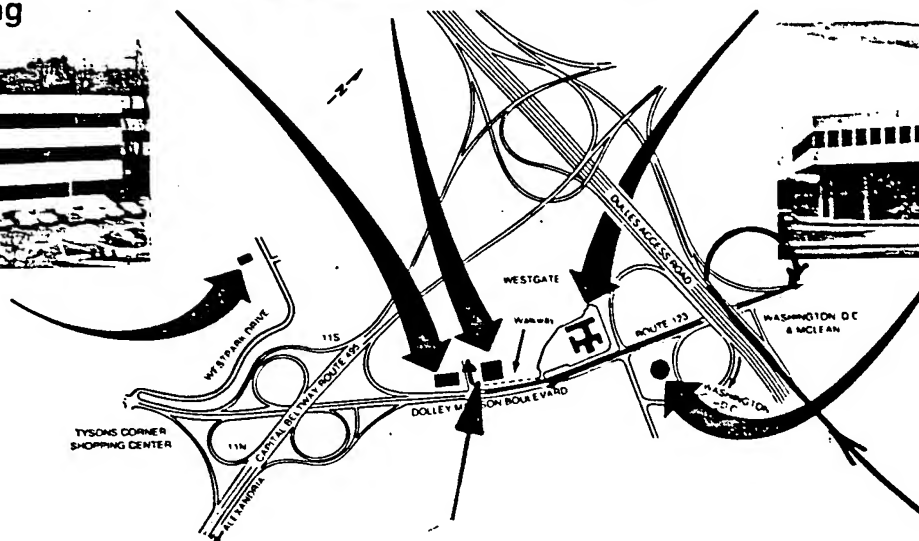**Washington Building**

Wilson Building

Westgate Building
(Personnel Office)

Westpark Building

Garfield Building

RT 66

To MITRE Westgate

From National Airport:
Take George Washington Parkway to Route 123, McLean
exit south. After 9 lights (about 4 miles) turn right at MITRE
entrance.

From Dulles Airport:
Take Dulles Airport Road to the Alexandria exit south onto
Route 495. Take exit 11N (marked McLean) onto Route 123
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